

AFAFD Standard Operating Procedure 12

Personnel Accountability System

- The Personnel Accountability System (*PAS*) will be used to specifically identify and keep track of members operating at an emergency scene.
- The Incident Commander is responsible for implementing the appropriate level of accountability to ensure each operation is handled safely.
- The *PAS* is comprised of the following components:
 - ***Vehicle Identification Tag***: Carried on each piece of apparatus and secured on a spring clip near the driver's position. The HAZMAT trailer's clip is mounted on a post near the front door.
 - ***Personal Identification Tag***: Issued to each member and consists of a snap ring and an identification tag. When not assigned to a vehicle, the tag may be clipped to the helmet or coat.
 - ***PAS Binder***: Carried on each Command vehicle and used to collect the vehicle rings or individual tags to track personnel locations.
- *Level I accountability* will be the normal use of the system, using the personnel and the vehicle tags. Tags are normally left on the vehicle in this mode.
- *Level II accountability* occurs during working fires or hazardous situations. Whenever an attack line is laid, the driver of the closet pumper to the hazard entry point will establish a collection point for the *PAS* tags. Crews entering the hazard area will give their vehicle tag with the correct names to the driver at the collection point.
- *Level III accountability* will occur when COMMAND collects any or all of the tags or appoints an Accountability Officer to manage the *PAS*. COMMAND may establish as many collection points as necessary to safely handle the incident.
- *PAS tags* will be placed on the vehicle the member is assigned to. If a member's duty position changes, **the member is responsible to change the tag to the new vehicle**.
- The *PAS Binder* carried on Chief 2 has five blank *PAS* tags for use by other than Academy fire department members.
- GENERAL FIRE GROUND ACCOUNTABILITY RULES:
 - All crews will enter, work, and leave the hazard area together. No freelancing.
 - All crews must work for a sector officer or report directly to COMMAND.
 - All crews must have a radio; if the radio fails, the crew will exit the hazard zone.